

NOVEMBER 2 , 2022

The regular scheduled meeting was called to order by Chairman Hogan at 8pm & Mr. Primiano led all present with the salute to the Flag. Mr. Youssouf read the Sunshine Statement – Notice of the time , date , location & agenda of this meeting known was duly published at least 48 hrs. in advance of this meeting held by posting in official newspaper of this District. This meeting is setup as a Virtual Meeting by Mr. Hall.

Mr. Spevak was asked to take Roll Call- Primiano , Flannery , Kirkland , Hogan , & Spevak were present. Sign in sheet was on table for attendance. Others in attendance were: DiGirolamo , Keaney , Marini , Sarti, Sorscher, Ellison , Petrics & Youssouf.

Chairman Hogan asked if there was any questions regarding the minutes of October 5 , 2022. **NO** . Mrs. Flannery made a motion to accept minutes as read & 2nd by Mr. Primiano , approved by all.

CHIEF 'S REPORT-

Sta. 26-2....Chief Keaney reported responding to 49 fire calls w/80.46 manhrs

Training & Drills : Reported by Chief Keaney

1. Nov. 7thWork Detail
2. Nov. 14thFire Co. mtg.
3. Nov. 21stMaz
4. Nov. 28th SCBA Drill
5. Dec. 5thWork Detail

All Equipment has been ordered

Sta. 12-1....Chief Sarti reported responding to 15 fire calls w/29.54 staff hrs. in 26-2 area & 3 fire calls w/9.27 staff hrs. in PRA.

Sta 12-1 purchased New Extrication Tools , stored in 12-78

Vice Pres. of the Fire Co. – DiGirolamo

1. Thanked everyone that helped with room renovation , need to seal yet.
2. Went to (2) Functions . Knob Hill / Trunk & Treat at MT Rec Center.

TRUCK REPORT- Sorscher

1. 26-2-66....Replace Engine Hi/speed cooling fan ...Freehold Ford / Warranty
2. 26-2-78....R & R Auto Eject for Airline..... In House
3. 26-2-82....Monthly Regen system ,add ½ gal Def Fluid “ “
4. 26-2-93....Check out faulty front bumper water monitor “ “
& ordered replacement parts to repair..... “ “

All Vehicles are in Service at this time

INSURANCE- Soden / Marini

Mr. Soden will contact Mr. Petrics regarding insurance costs for 2023 Budget

ADMINISTRATOR’S REPORT- Marini

1. Any problems with cellphones
2. All supplies for rear building roof , has not come in yet . USA Building Maint. Could start anytime , depending on supplies.
3. At the Air Compressor unit , safety situation . Pads should be under all 4 legs , they could rust Out & tank unit could fall over .

LEGAL- Youssouf

1. Forgot his regular File holder for tonite’s meeting
2. Needs to type up Resolution of the Board of Fire Commissioners District #2 Manalapan Twp. Fixing Commissioners Compensations for the Year 2023.
3. Received a copy of the Petition of Gordon’s Corner Water Co. attached

AUDITOR -Petrics

1. Mr. Petrics stated we need a date for the Budget Workshop meeting, finally agreed on Thursday Nov. 10 , 2022 at 7pm.
2. That date needs to be published in the newspaper (APP), I T Officer Hall will handle newspaper stuff .
3. Received synopsis for audit report , Twp. of Manalapan District #2. Dec. 31, 2021 and 2020

BOOKKEEPER- Ellison

Bookkeeper’s report is attached to minutes.

IT OFFICER- Hall

1. Correspondence paperwork back working
2. Mr. Hall will get items together for Budget Workshop

OLD BUSINESS- NONE

NEW BUSINESS-

1. Mr. Kirkland received a letter from Verizon , that they are shutting certain things down. CDMA , discontinued . Fire Comm are all updated on phone system.

2. Engineer Sorscher stated that can't get parts to repair markers & lighting for Tanker 26-2-96. Would like to update all lights to LED , the cost would be

\$ 4,106.00. Mr. Primiano made a motion to purchase all new LED lights for Tanker in the amount of \$4,106.00 & 2nd by Mrs. Flannery, approved by all .

Mrs. Flannery made a motion to **OPEN PUBLIC PORTION** at 8:29pm & 2nd by

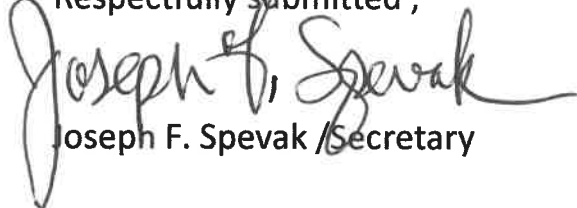
Mr. Primiano, approved by all. Mr. DiGirolamo stated poles around Fuel Tank need to be replaced. Mr. Marini stated to do that , the concrete must be broken because those poles are cemented in the concrete . Also, roof still leaking in the attic , Keaney & Kirkland will checkout. Mrs. Flannery made a motion to **CLOSE PUBLIC PORTION** at 8:32pm & 2nd by Mr. Primiano, approved by all.

TREASURER'S REPORT- Kirkland

Mrs. Flannery made a motion to pay bills in the amount of \$ 28, 893.39 & 2nd by Mr. Primiano , approved by all.

Since there was no further business Mr. Primiano made a motion for adjournment at 8:37pm & 2nd by Mrs. Flannery , approved by all.

Respectfully submitted ,


Joseph F. Spevak / Secretary

**BOARD OF FIRE COMMISSIONERS
MANALAPAN TOWNSHIP FIRE DISTRICT #2
P.O. BOX 54
Tennent, NJ 07763**

November 2, 2022 Bill List

ADP	12,490.36
ABC Supply Co. , Inc.	6,027.50
Advantage Fire & Security, Inc.	537.00
All Hands Fire Equipment	575.00
American Cloud Services	275.00
Asbury Park Press	134.00
Charles Sacco	70.37
Colts Neck Nursery	90.00
Continental Fire & Safety, Inc.	2,396.94
Document Solutions Lesing	99.74
ESO Solutions, Inc.	2,221.34
J Swanton Fuel Oil Co.	615.31
Joseph Spevak	70.37
Michael Digirolamo	70.37
Middletown Twp. Fire Dept. Training Academy	150.00
NetLink Web Services	439.00
Timothy Kirkland	1,375.45
Verizon Wireless	1,125.99
Verizon Wireless	129.65

TOTAL

\$ 28,893.39

Respectfully submitted,



Timothy Kirkland

Treasurer

Township of Manalapan Fire District No. 2
Synopsis of audit report of the Township of Manalapan Fire District No. 2,
Monmouth County, New Jersey for the years ended December 31, 2021 and 2020
as required by N.J.S. 40A:5A-16.

Statements of Net Position

	<u>2021</u>	<u>2020</u>
Assets and Deferred Outflows of Resources		
Assets		
Cash and Investments	\$3,945,305	\$3,396,512
Prepaid Insurance	4,247	4,247
Investment in LOSAP	1,040,976	916,498
Capital Assets, Net	2,795,431	2,862,716
Total Assets	7,785,959	7,179,973
Deferred outflows of resources		
Pension related	21,798	50,261
Total assets and deferred outflows of resources	<u>\$7,807,757</u>	<u>\$7,230,234</u>
Liabilities, Deferred Inflows of Resources, and Net Position		
Current Liabilities:		
Accounts Payable	\$120,963	\$15,647
PERSPP	13,347	17,104
Reserve for LOSAP Trust	277,771	259,215
Net assets available for LOSAP	1,040,976	916,498
Accrued Interest	9,563	10,875
Serial Bonds Payable - Current	75,000	70,000
	1,537,620	1,289,339
Other Liabilities:		
Serial Bonds Payable - Long Term	486,907	570,558
Net pension liability	134,141	254,967
Total Other Liabilities	621,048	825,525
Total liabilities	<u>2,158,668</u>	<u>2,114,864</u>
Deferred inflows of resources		
Pension related	<u>160,189</u>	<u>108,989</u>
Net Position:		
Net Investment in Capital Assets	2,223,961	2,211,283
Restricted for Capital Acquisitions	1,336,497	1,329,090
Unrestricted	<u>1,928,442</u>	<u>1,466,008</u>
Total Net Position	<u>5,488,900</u>	<u>5,006,381</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>\$7,807,757</u>	<u>\$7,230,234</u>

Statements of Revenues, Expenses and Changes in Net Position

Revenue and Other Financing Sources		
District Taxes	\$1,413,405	\$1,458,842
Supplemental Fire Service Grant	2,631	2,631
Interest on Deposits and Investments	24,618	29,867
Miscellaneous Income	4,200	23,981
Loss on Disposition of Fixed Assets	(1,177)	4,687
Total Revenue and Other Financing Sources	1,443,677	1,520,008
Expenditures		
Operating	961,158	984,361
Changes in Net Position	482,519	535,647
Net Position - Beginning of Year	<u>5,006,381</u>	<u>4,470,734</u>
Net Position - End of Year	<u>\$5,488,900</u>	<u>\$5,006,381</u>

Recommendations
None

The above synopsis was prepared from the report of the audit of the Manalapan Township Fire District No. 2, County of Monmouth, for the years ended December 31, 2021 and 2020.

The report of audit, submitted by Ronald C. Petrics, CPA, RMA, is on file at the Board of Fire Commissioners office and may be inspected by any interested person.

J. Spevak
Secretary of the Board
Manalapan Township Fire District No. 2

(\$99.00)

0005446346-01

AFFIDAVIT OF PUBLICATION

Publisher's Fee \$99.00 Affidavit \$35.00

STATE OF WISCONSIN
Brown County

Personally appeared D. Roberts at County of Brown, State of Wisconsin.

Of the **Asbury Park Press**, newspaper printed in Freehold, New Jersey and published in Neptune, in State of New Jersey and Monmouth/Ocean Counties, and of general circulation in Monmouth/Ocean Counties, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue dated as follows:

10/13/2022 **A.D 2022**

 Vicky Felty
Notary Public State of Wisconsin County of Brown

 9/19/25
My commission expires

VICKY FELTY
Notary Public
State of Wisconsin

Manalapan Fire District #2

Meeting Date: 11/2/2022

Bookkeeper's Report

LFN 2022-17 "Municipal Best Practices Inventory" features new and repeat questions this year on Fire Districts.

Best Practices Inventory is due Thursday November 10, 2022.

LFN 2022-19 "Municipal Budget Appropriation for Volunteer Fire Companies and Districts". Annual cap on funds from the municipality is \$150,000 with a cola adjustment every two years , max is \$161,526.

LFN 2022-19 Also requires that the Fire Districts must use 50% of the municipality annual appropriation to purchase fire equipment, materials and supplies and requires the board to provide the governing body of the municipality an annual accounting of the use of all funds per N.J.S.A. 40A:14-34.

In addition to the above the municipality may appropriate additional funds to purchase the equipment, material and supplies for use by the volunteer fire companies, however they must control the disburse of the funds and retain title to any equipment purchased.

LFN 2022-20 "Fire District Budget & Election Guidance" requires that the budget must be entered in FAST- the budget will not be approved without a completed website certification.

It also stated that the district must seek annual approval of elected commissioner compensation from the municipal governing body regardless of whether the board is modifying the amount of compensation.

Audit Report was uploaded into FAST System.

CNC-3 Form was given to the Treasurer and the Auditor.

Respectfully Submitted,
Consetta Ellison

Bookkeeper